

The Avenue School

POSITION DESCRIPTION – Teacher

Hours:	30.4 (4 days)
Pay Range	\$90,154 to \$108,061 per year pro rata, plus salary packaging
Reports to:	The Principal
Organisation:	The Avenue School Ltd
Location:	13-15 The Avenue, Ferntree Gully Vic 3156
Conditions:	The Teacher is a permanent part-time employee, under the terms and conditions set out in the Contract and subject to regular satisfactory performance reviews.
Position Context:	<p>Vision: To create an inclusive learning environment where young people can access a Senior Secondary education pathway.</p> <p>Mission Statement: The Avenue School recognises the rights of all young people. It is committed to creating an inclusive and supportive learning environment, where young people feel safe and can engage in their educational journey with confidence.</p> <p>Values: Our School is safe for everyone. We celebrate diversity and are inclusive. We are open minded, curious and accepting. We demonstrate empathy, are compassionate and act with kindness. We have respect for each other, our environment and ourselves. We are honest and trusted by our people and our community. We nurture courage in all its forms.</p> <p>Philosophy: The Avenue School....</p> <ul style="list-style-type: none"> ● Believes in equal opportunities for all students, regardless of their life circumstances. ● Respects and values the uniqueness of every student and affirms their right to access education in an environment that fosters belonging, empowerment and is conducive to their success. ● Provides flexible and personalised pathways for learning by nurturing skills, knowledge, and self-assurance and by respecting individual learning styles, interests and aspirations. ● Fosters students' intrinsic motivation to learn, by ensuring learning is student focused and encouraging students to explore and embrace learning pathways that take them towards their individual goals. ● Prioritises the holistic development of students by offering comprehensive support for their social and emotional growth. ● Respects partners and related entities by working together constructively and collaboratively, operating responsibly, honestly and with accountability and ensuring our students are the focus of all our endeavours.

The Avenue School

Commitment to Child Safety	The Avenue School is a child safe employer. The Avenue School has zero tolerance of Child Abuse. Employees at The Avenue School must have and maintain a commitment to child safety and adhere to The Avenue School Child Safe policies and procedures.
Commitment to Equal Opportunity	The Avenue School is an equal opportunity employer and supports a culture of inclusiveness.

KEY RESPONSIBILITIES

Preparation and Planning:

- Adhere to the requirements outlined in the Staff Handbook.
- Incorporate appropriate learning activities relevant to the student's interests and needs.
- Ensure all resources are developed in line with the requirements of the course. All resources/handouts/worksheets must be appropriately referenced.
- Prepare detailed lesson plans and submit them to the Principal prior to commencing classes. Session plans are to directly address the relevant learning outcomes.

Classroom Teaching

- Teach in a professional and supportive manner in line with the philosophy/mission statement and values.
- Teach in line with each student's individual learning plan.
- Support the individual student's learning needs.
- Use a range of teaching and assessment strategies which support each learner within the group.
- Use effective classroom management strategies that encourage students to take responsibility for their own behaviour in line with organisational policies and procedures.
- Demonstrate an understanding of barriers faced by young people experiencing anxiety and ensure the learning environment is supportive and appropriate to the learner.
- Ensure student's safety and welfare is supported and protected.
- Provide regular feedback to students in a supportive, constructive, and professional manner.
- At the completion of classes ensure the room is left clean, tidy and equipment is stored securely.

Compliance:

- Adhere to the requirements set out in your contract of employment.
- Ensure Class Rolls are completed twice each session.
- Maintain and lodge student records including Attendance Records, Session Plans, Assessment Task Coversheets, Individual Learning Plans, and student progress.
- Ensure semester/term reports are submitted to the Principal as required.
- Ensure all documentation is managed in line with requirements.

Relationships

- Create and maintain positive relationships with students and staff.
- Inform the Principal in regard to student welfare, student attendance, and progress.
- Attend staff meetings when scheduled.
- Adhere to the Victorian Teaching Profession Code of Conduct and Code of Ethics.
- Represent the School in a professional manner.

The Avenue School

Child Safeguarding

- Understand and apply the School's Child Safeguarding policies and procedures by identifying and addressing risks, identifying child abuse indicators, management of disclosures, reporting, including mandatory reporting and complying with all School policies governing the relationship between students and School staff.
- Engage in child safe behaviour by maintaining good order and discipline among the students.
- Exercise a duty of care and comply with the School's Occupational Health and Safety policy and procedures by engaging in safe practices, providing a safe environment, undertaking risk assessments and reporting incidents.

Key Selection Criteria

- Knowledge of the Victorian Pathways Certificate is preferable.
- Demonstrated ability to adapt and adjust the curriculum to cater to the variety of needs within the classroom
- Proven delivery of innovative curriculum.
- Demonstrated ability to maintain quality reporting, monitoring and assessments.
- Ability to represent the School in a highly professional manner.
- Demonstrate highly developed written and oral communication and negotiation skills.
- Work independently within the scope of the roles and responsibilities.
- Work effectively and collaboratively as a team member.

Personal Attributes

- Strong interpersonal skills.
- A comprehensive understanding of the nature of anxiety disorders and the effect on young people.
- Compassion, patience and flexibility.

Qualifications and Expertise

- A formal secondary teaching qualification (Degree and Postgraduate Qualification in Education or equivalent).
- Experience teaching VPC (preferred), VCE VM or the former VCAL Certificate.
- Relevant experience in alternative education pathways is an advantage.
- Relevant experience in implementing innovative teaching practice and learning design.
- Current VIT Registration.
- Two Referees.